

## CHAPTER 2. MOBILEHOME PARKS AND INSTALLATIONS

### Article 1. Administration and Enforcement

#### § 1000. Application and Scope.

(a) Except as otherwise provided in sections 18300, 18303, and 18304, Health and Safety Code, the provisions of this chapter shall apply to the construction, use, maintenance, and occupancy of mobilehome parks, mobilehome and special occupancy lots, permanent buildings, accessory buildings or structures, and building components wherever located, both within and outside of mobilehome parks, in all parts of the state. These provisions shall also apply to the use, maintenance, and occupancy of manufactured homes, mobilehomes, multifamily manufactured homes and recreational vehicles, and the installations for supplying fuel gas, water, electricity, and the disposal of sewage from accessory buildings or structures, building components, recreational vehicles, manufactured homes, multifamily manufactured homes and mobilehomes wherever located within mobilehome parks, in all parts of the state.

(b) Provisions that apply only to Special Occupancy Parks, or separate designated special occupancy park sections within a park, are located in Title 25, California Code of Regulations, Division 1, chapter 2.2 of this division.

(c) Existing construction, connections, and installations of units, accessory buildings and structures, building components, plumbing, electrical, fuel gas, fire protection, earthquake resistant bracing, and permanent buildings made before the effective date of the requirements of this chapter may continue in use so long as they were in compliance with requirements in effect at the date of their installation and are not found to be substandard.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18303, 18304, 18552, 18605, 18610, 18612, 18613, 18620, 18630, 18640, 18670, 18690, and 18691, Health and Safety Code.

#### § 1002. Definitions.

In addition to the definitions contained in this section, which apply only to this chapter, the definitions contained in sections 18200-18700 of the Health and Safety Code and those definitions relating to building standards contained in Title 24, California Code of Regulations Parts 2, 3, 4, and 5, are also applicable to this chapter.

##### (a) –A–

(1) Accessory building or structure. Any awning, window awning, cabana, ramada, storage cabinet, storage building, private garage, carport, fence, stairway, ramp, or porch, or any other building or structure other than a patio, established for the use of the occupant of a unit.

(2) Approved. Reviewed and/or inspected and deemed acceptable to the local enforcement agency.

(3) Architect. A person licensed by the State of California, qualified to practice architecture in this state. For purposes of this chapter, an architect designing or approving plans shall have skill, knowledge, and expertise in that scope of practice.

(4) Awning. An accessory structure, used for shade or weather protection, supported by one or more posts or columns and partially supported by a unit or other accessory structure installed, erected, or used on a lot.

(5) Awning Enclosure. An enclosure designed for outdoor recreational purposes, not for habitation, constructed under an awning or freestanding awning, which may include a screen room, and either an accessory building or structure, or a building component.

(6) Awning, Freestanding. An accessory structure, used for shade or weather protection, supported entirely by columns or posts and, other than flashing, not attached to or supported by a unit or other accessory structure.

(7) Awning, Window or Door. An accessory structure, used for shading a window or door, supported wholly by the unit or other accessory building or structure to which it is attached.

(b) –B-

(1) Branch Water Service Line. That portion of the water distribution system extended from the park water main to a lot, including connections, devices and appurtenances.

(2) Building Components. Any subsystem, subassembly, or other system, constructed or assembled in accordance with the provisions of California Factory-Built Housing Law, contained in the California Health and Safety Code commencing with section 19960, designated for use in, or as part of, an accessory building or structure, which may include structural, electrical, mechanical, plumbing, and fire-protection systems and other systems affecting health and safety. However, "building components" do not include appliances or equipment, such as heaters, stoves, refrigerators, or air conditioners, which have been listed and labeled by an approved testing and listing agency.

(3) Building Standard. Any rule, regulation, or other requirement adopted by the California Building Standards Commission, or a local government pursuant to Section 17958.5 of the Health and Safety Code, pertaining to the construction, plumbing, electrical, and fuel gas equipment, and installations within permanent buildings in parks. See also section 18909 division 13, part 2.5.

(c) –C-

(1) Cabana. A freestanding accessory building or structure, or building component of a unit, located immediately adjacent to and intended to increase the living area of that unit, which is a portable, demountable, or permanent room enclosure or other building erected or constructed for habitation. A cabana shall not exceed the size of the unit to which it is an accessory.

(2) California Building Code. California Code of Regulations, Title 24, Part 2, as adopted and published by the California Building Standards Commission.

(3) California Electrical Code. California Code of Regulations, Title 24, Part 3, as adopted and published by the California Building Standards Commission.

(4) California Fire Code. California Code of Regulations, Title 24, Part 9, as adopted and published by the California Building Standards Commission.

(5) California Mechanical Code. California Code of Regulations, Title 24, Part 4, as adopted and published by the California Building Standards Commission.

(6) California Plumbing Code. California Code of Regulations, Title 24, Part 5, as adopted and published by the California Building Standards Commission.

(7) California Residential Code. California Code of Regulations, Title 24, Part 2.5, as adopted and published by the California Building Standards Commission.

(8) Carport. An accessory structure for vehicle parking, used for shade or weather protection, supported by one or more posts or columns and partially supported by a unit or other accessory structure installed, erected, or used on a lot.

(9) Carport, Freestanding. An accessory structure for vehicle parking, used for shade or weather protection, supported entirely by columns or posts and, other than flashing, not attached to or supported by a unit or other accessory structure.

(10) Certificate of Occupancy. A document issued by the enforcement agency when an MH-unit or commercial modular, installed on a foundation system, is approved for occupancy by the enforcement agency.

(11) Certification. The department's stamp of approval applied to the earthquake resistant bracing system manufacturer's plans and installation instructions.

(12) Cited Person. A person or entity issued a notice of violation for a violation of this chapter or applicable laws who is responsible for its correction.

(13) Combustible. As applied to building construction is any material or construction which does not meet the criteria of noncombustible as defined in subsection (n) of this section.

(14) Common Area. An area, within the boundaries of the park, that is not specific to any lot or space and is under the ownership and control of the park.

(15) Commercial Modular. "Commercial modular" means a structure transportable in one or more sections, designed and equipped for human occupancy for industrial, professional, or commercial purposes, which is required to be moved under permit, and shall include a trailer coach as defined in section 635 of the Vehicle Code. "Commercial coach" has the same meaning as "commercial modular" as that term is defined in section 18001.8 of the Health and Safety Code.

(16) Concrete Block Pier. An assembly of load-bearing, concrete blocks with wooden wedges used to support and level a unit.

(17) Concrete Pier. A concrete load-bearing support that incorporates into its structure an adjustable means of raising and leveling the unit.

(18) Contractor. Any person as defined in Business and Professions Code section 7026 through 7026.3.

(d) -D-

(1) Department. The Department of Housing and Community Development.

(2) Dependent Unit. A unit not equipped with a toilet and sewage disposal system.

(3) Drain Connector. The extension, from the unit's or accessory building's or structure's drain outlet, to the lot's drain inlet.

(4) Drain Outlet. The discharge end of a unit's or accessory building's or structure's, sewage drainage system.

(e) -E-

(1) Earthquake Resistant Bracing System (ERBS). An anchoring system, bracing system, or other device designed and constructed for the purpose of protecting the health and safety of the occupants of, and reducing damage to, an MH-unit in the event of an earthquake. See also, "ERBS."

(2) Electrical Feeder Assembly. The overhead or underchassis feeder conductors, including the equipment grounding conductor, together with the necessary fittings and equipment, designed for the purpose of delivering energy from the lot electrical service equipment to the branch circuit distribution panelboard of the unit or accessory building or structure.

(3) Electrical Service, Park. The conductors and equipment for delivering electrical energy from the electrical supply system or the generator of an isolated plant, to the electrical wiring system of the park.

(4) Electrical System, Park-Primary. That part of the electrical wiring system of the park distributing electrical energy to the park's secondary electrical system.

(5) Electrical System, Park-Secondary. That part of the electrical wiring system of the park distributing electrical energy at a nominal 120 or 120/240 volts, single phase.

(6) Electrical Wiring System, Park. All of the electrical equipment, appurtenances and related electrical installations outside of permanent buildings, units, and accessory buildings or structures within a park.

(7) Emergency. An occurrence constituting a present or imminent serious risk to life, health, safety, or property requiring immediate correction.

(8) Energize. The act of applying electrical energy, or gas or water pressure.

(9) Enforcement Agency. The Department of Housing and Community Development, or any city, county, or city and county that has assumed responsibility for the enforcement of this chapter and chapter 2.2 pursuant to sections 18300 and 18865 of the Health and Safety Code.

(10) Engineer. A person registered with the State of California as a professional engineer qualified to practice engineering in this state. For purposes of this chapter, an engineer designing or approving plans shall have skill, knowledge, and expertise in that scope of practice.

(11) Equipment. All materials, appliances, devices, fixtures, fittings, or accessories used in the structural, fire safety, plumbing, mechanical, and electrical systems of units, accessory buildings and structures, buildings, structures, infrastructures, and systems subject to this chapter.

(12) ERBS. The acronym for an earthquake resistant bracing system.

(13) ERBS-Manufacturer. A person, firm or business engaged in assembly or construction of earthquake resistant bracing systems for MH-units.

(14) ERBS-Manufacturer's Installation Instructions. The specific written directions for an earthquake resistant bracing system to be installed on or under MH-units.

(f) –F-

(1) Feeder. The conductors for conveying electrical energy between any two points in the park's electrical, wiring system excluding electrical feeder assemblies.

(2) Fence. A freestanding vertical structure erected to enclose an area or act as a barrier generally constructed of posts, boards, wood, wire stakes or rails.

(3) Fire Agency. A city, county, or city and county fire department, or fire district.

(4) Fire Hydrant. A connection to a water source for the purpose of supplying water to a fire hose or other fire protection apparatus, and for the purposes of this chapter, includes a standpipe.

(5) Fire Hydrant, Private. A fire hydrant including wet standpipes owned by the park.

(6) Fire Hydrant System. All fire hydrants, water piping, pumps, tanks, and valves attached to the water system supplying the hydrants.

(7) Footing. The portion of a support, in direct contact with the ground, that distributes imposed loads to the soil.

(8) Forms

(A) Annual Permit To Operate (local enforcement agency) HCD 503B, dated 7/04.

(B) Application For Alternate Approval, HCD 511, dated 7/04.

(C) Application For Certification Of Manufactured Home Or Mobilehome Earthquake Resistant Bracing System, HCD 50 ERBSCERT, dated 7/04.

(D) Application For Permit To Construct, HCD 50, dated 7/04.

(E) Application to Install Mobilehome/Manufactured Home Earthquake Resistant Bracing System, HCD 50 ERBS, dated 7/04.

(F) Application For Permit To Operate, HCD 500, dated 7/04.

(G) Application For Standard Plan Approval, HCD 520, dated 7/04.

(H) Certificate of Occupancy, HCD 513C, dated 7/04.

(I) Floodplain Ordinance Compliance Certification For Manufactured Home/Mobilehome Installations, HCD 547, dated 7/04.

(J) Manufactured Home or Mobilehome Installation Acceptance (Local Enforcement Agency), HCD 513B, dated 7/04.

(K) Manufactured Home or Mobilehome Installation Acceptance, HCD 513A, dated 7/04.

(L) Permit To Operate (local enforcement agency) HCD 500A, dated 7/04.

(M) Plot Plan, HCD 538, dated 7/04.

(N) Private Fire Hydrant Test And Certification Report, HCD MP 532, dated 01/07.

(O) School Impact Fee Certification, HCD MP 502, dated 7/04.

(9) Foundation System. An assembly of materials designed and engineered by an architect or engineer to resist the imposition of external forces once the MH-unit or commercial modular is installed upon it. The installation on a foundation is classified as one of the following:

(A) Foundation installation – a fixture or improvement to real property, recorded with the county recorder's office, once recorded is no longer personal property, and which complies with the requirements of Health and Safety Code section 18551(a); or

(B) Chattel installation – neither a fixture nor an improvement to real property, not recorded with the county recorder's office, remains personal property, and which complies with the requirements of Health and Safety Code section 18551(b).

(g) –G-

(1) Garage. An enclosed accessory building or structure located on a lot and designed for the storage of motorized vehicles.

(2) Gas Connector. A flexible connector, listed for exterior use, to convey gas from a gas riser outlet to the gas supply connection of a unit.

(3) Gas Piping, Main. A distribution line that serves as a common source of supply for more than one service line.

(4) Gas Piping System, Park. The pipe, equipment and related installations, outside of permanent buildings, units, or accessory buildings or structures, for distributing gas throughout the park.

(5) Gas Riser Outlet. That portion of a park gas service line or gas piping system, extending above ground, serving a lot.

(6) Gas Service Line. The pipe or that portion of a park gas piping system, extending from the main park gas line to the individual gas riser outlet serving a lot.

(7) Good Cause. What the enforcement agency would find to be a reasonable basis for failing to appear at the time and place scheduled for an informal conference or hearing; for extending the date of an informal conference or hearing pursuant to sections 1754 or 1756; or for not complying with a specified timeline.

(8) Greenhouse. An accessory structure constructed mainly of translucent or transparent materials used for the cultivation of plants.

(9) Gross Floor Area. The floor area enclosed within the surrounding exterior walls of a unit, accessory building or structure, or portions thereof. Where there are no walls, "gross floor area" means the usable area contained within the horizontal projection of the roof and floor.

(10) Ground Anchor. That part of a tiedown assembly that is inserted into the ground.

(11) Guardrail. A vertical barrier erected along the open edges of a porch or other elevated area to prevent persons from falling to a lower level.

(h) –H-

(1) Habitable Room or Structure. Any structure or room within a structure meeting the requirements of this chapter for sleeping, living, cooking, or dining purposes, excluding such enclosed spaces as awning enclosures, closets, pantries, bath or toilet rooms, service rooms, connecting corridors, laundries, unfinished attics, foyers, storage spaces, unfinished cellars, utility rooms, and similar spaces.

(2) Handrail. A railing provided for grasping with the hand for support, erected along one or more edges of a stairway or ramp.

(3) Hearing. The informal hearing procedure of the enforcement agency conducted by the director or his or her designee, as the authorized representative of the enforcement agency pursuant to Government Code section 11445.20 subdivision (c), including, but not limited to, matters filed pursuant to Health and Safety Code sections 18301, 18402, 18403, 18420, 18421, 18513 and 18613.7.

(4) Hearing Officer. The authorized representative of the enforcement agency, or other official authorized to conduct hearings.

(i) –I-

(1) Independent Unit. A unit equipped with a toilet and designed to be connected to a lot sewer inlet.

(2) Identification Label. A decal, tag, or label indicating acceptance by the department of a standard plan for an accessory building or structure.

(3) Insignia or Label of Approval. A tag or label required pursuant to Health and Safety Code section 18026 or 18027.3 and permanently affixed to each section of a unit indicating compliance with applicable regulations of the department or with the Federal Manufactured Home Construction and Safety Standards, Title 24 of the Code of Federal Regulations, Part 3280.

(j) –J-

Reserved

(k) –K-  
Reserved

(l) –L-

(1) Landing, Stairway. An individual platform, not to exceed twelve (12) square feet, usually at the top or bottom of a stairway, to ease the transition from a stairway to a level walking surface. Landings for ramps must comply with requirements in the California Building Code.

(2) Lath structure. An accessory structure of open design, having no solid roof or walls.

(3) Listed. All equipment, materials, products, and installations included in a list published by an approved listing agency.

(4) Listing Agency. An independent agency approved by the department that:

(A) is in the business of listing and labeling equipment, materials, products, or installations; and

(B) maintains a periodic inspection program on current production of listed equipment, materials, or products or periodic evaluations of listed installations; and

(C) makes available at least annually a published report of listings that includes specific information about the nationally recognized standard with which each item complies and the manner in which the item is safe for use, or information about the listed equipment, material, product, or installation that has been tested and found suitable for use in a specified manner.

(5) Load. Any of the forces that a structure is designed to withstand, including any permanent force such as the weight of a roof, known as a dead load; any moving or temporary force, such as the weight of occupants, known as a live load; wind loads imposed by wind activity; and seismic loads imposed by seismic activity.

(6) Lot Access. An unobstructed way or means of approaching a roadway or public thoroughfare to or from a lot.

(7) Lot Electrical Service Equipment, Park. That equipment containing the means to connect or disconnect overcurrent protective devices and receptacles, or other means for supplying a unit, listed appliance, accessory building or structure, or building component from the park's electrical supply.

(8) Lot Line Change. The alteration, movement, or shifting of a lot line for an existing lot.

(9) Lot Line Creation. The initial establishment of a lot line for a new lot.

(10) Lot Water Service Outlet, Park. That portion of the park's water distribution system, including equipment and devices, provided with a fitting for connecting a unit's water connector.

(m)-M-

(1) MH-unit. A term, as used in this chapter, to replace references to "mobilehome, manufactured home, and a multifamily manufactured home."

(n) –N-

(1) N.F.P.A. An acronym for the National Fire Protection Association.

(2) Noncombustible. As applied to building construction is any material which meets the criteria for "noncombustible" as specified in the California Building Code.

(3) Nuisance. A "nuisance" is as defined in Civil Code section 3479; "private nuisance" is as defined in Civil Code section 3481; and "public nuisance" is as defined in Civil Code section 3480 and Penal Code section 370.

(o) -O-

(1) Occupant. For the purposes of this chapter, means a person who lawfully occupies a unit on a lot.

(2) Occupied Area. The total of all the space occupied by a unit, including eave overhangs and projections; building components; and all accessory buildings or structures on a lot.

(3) Operator. The person or entity to whom a permit to operate is issued by the enforcement agency.

(4) Owner. The person or entity that legally owns or possesses an item, property, or business through title, lease, registration or other legal document.

(p) –P-

(1) Park. For purposes of this chapter, is any manufactured housing community or mobilehome park.

(2) Park Trailer. A recreational vehicle as defined in Health and Safety Code section 18009.3.

(3) Patio. A paved or raised area not to exceed eight (8) inches in height above grade, used for access or recreational activities.

(4) Permanent Building. Any permanent structure under the control and ownership of the park owner or operator which is not on a lot and is expressly used in the operation of the park such as for the park office, a community center, or park storage facilities.

(5) Permit to Operate. A permit issued annually by the enforcement agency authorizing operation of a park.

(6) Pier. A vertical support constructed of concrete, steel, or concrete block for the transmission of loads from a unit, accessory building or structure, or building component, to a footing. A pier does not include the footing.

(7) Porch. A freestanding, outside walking platform with an area exceeding twelve (12) square feet, having a floor or deck surface elevated more than eight (8) inches above grade.

(8) Power Supply Cord. A flexible cord assembly of conductors, including a grounding conductor, connectors, attachment plug cap, and all other fittings, grommets, or devices, designed for the purpose of delivering electrical energy from the park's lot electrical service equipment to the branch circuit distribution panelboard of the unit.

(9) Private Fire Hydrant. See "Fire Hydrant, Private".

(q) –Q-

Reserved

(r) –R-

(1) Ramada. Any freestanding roof, or shade structure, installed or erected above a unit or accessory building or structure or any portion thereof.

(2) Ramp. An accessory structure providing a sloping path of travel, intended for pedestrian traffic.

(3) Recreational Vehicle. A vehicle as defined in section 18010 of the Health and Safety Code and includes a park trailer, as defined in Section 18009.3 of the Health and Safety Code.

(4) Registered Owner. A person registered by the appropriate department as the owner of the unit.

(5) Responsible Person. For purposes of this chapter, is any of the following:

(A) The park owner or operator for park-owned property or facilities.

(B) An available person, employed by the park for emergencies, as defined in section 18603 of the Health and Safety Code.

(C) Any person or entity that obtains a permit to construct.

(D) The owner of a unit, accessory building or structure, or building component.

(6) Retaining Wall. A wall designed to resist the lateral displacement of soil or other materials.

(7) Roadway. A thoroughfare for vehicular traffic within a park.

(s) –S-

(1) Sanitation Station, Recreational Vehicle. A plumbing receptor designed to receive the discharge of sewage holding tanks of self-contained recreational vehicles and which is equipped with a water hose connection for washing the receptor.

(2) Sewage Drain Lateral. That portion of the park sewage system that extends to an individual lot drain inlet.

(3) Sewage Drainage System. All the piping within or attached to the unit or accessory building or structure that conveys sewage or other liquid wastes to the drain outlet.

- (4) Sewer, Park. That part of the park sewage drainage system beginning at the lot drain inlet or from a point two (2) feet downstream from a permanent building drain connection and terminating at the public sewer or private sewer disposal system.
- (5) Shall. "Shall" means required, and includes "must" and "will".
- (6) Signed. When required by this chapter to verify a permit, plans, or other document, means use of an original or "wet" stamp or signature, or both, of the architect, engineer, or other person verifying the plan, permit, or other document. When such verification is not required by this chapter, an enforcement agency shall not require an original or "wet" stamp or signature, or both.
- (7) Skirting. Material used to enclose or partially enclose the area under a unit or accessory building or structure.
- (8) Standard Plan Approval (SPA). A plan approved by the department for an accessory building or structure, an engineered tiedown system, or a foundation system, to be installed or constructed on a repetitive basis, for the purpose of obtaining a construction permit through an enforcement agency.
- (9) Stairway. A step or any configuration of steps or risers where the run (length) of an individual tread or step does not exceed thirty (30) inches, and which is designed to enable passage from one elevation to another.
- (10) Steel Pier. A steel support that incorporates into its structure an adjustable means of raising and leveling the unit or accessory building or structure that the pier supports.
- (11) Storage Building. An accessory building that may exceed ten (10) feet in height or one hundred twenty (120) square feet of gross floor area located on a lot, designed and used solely for storage of the personal equipment and possessions of the unit's occupants. The construction of a storage building shall comply with the California Building Standards Code, and a permit to construct is required from the enforcement agency.
- (12) Storage Cabinet. An accessory structure, not exceeding ten (10) feet in height or one hundred twenty (120) square feet of gross floor area, located on a lot, designed and used solely for the use and storage of the personal equipment and possessions of the unit's occupants.
- (13) Support. The entire pier and footing assembly, used to transfer the loads of a unit, accessory building or structure, or building component to the ground.
- (14) Support System. A system of supports, which sustains the vertical loads of a unit, accessory building or structure, or building component. A support system does not include a foundation system.
- (t) -T-
- (1) Technical Service. The providing of interpretation and clarification by the enforcement agency of technical data and other information relating to the application of this chapter.
- (2) Tensioning Device. A mechanical device that is part of a tiedown assembly. The tensioning device allows a person to eliminate any slack in the tiedown assembly and maintain the tension established when the slack is eliminated.
- (3) Testing Agency. An organization which:
- (A) Is in the business of testing equipment and installations;
  - (B) Is qualified and equipped for such experimental testing;
  - (C) Is not under the jurisdiction or control of any manufacturer or supplier for any affected industry;
  - (D) Maintains at least an annual inspection program of all equipment and installations currently listed or labeled;
  - (E) Makes available a published directory showing current listings of manufacturer's equipment and installations which have been investigated, certified and found safe for use in a specified manner and which are listed or labeled by the testing agency; and
  - (F) Is approved by the department.
- (4) Tiedown Assembly. An assembly of component parts that has been tested and listed by agencies approved by the department as complying with the requirements of section 1336.1 of this chapter.,
- (5) Tiedown System. A tiedown system is used in conjunction with a support system and consists of the total number of tiedown assemblies required to provide a manufactured home or mobilehome with resistance to wind loads.



(u) -U-

(1) Unit. A manufactured home, mobilehome, a multifamily manufactured home, or recreational vehicle.

(v) -V-

(1) Violation. A failure to conform to the requirements of this chapter, or any other applicable provision of law.

(2) Violation, Maintenance. A violation discovered during a maintenance inspection performed pursuant to section 18400.1 of the Health and Safety Code.

(w) -W-

(1) Water Connector. The flexible extension connecting the water distribution system of the unit or accessory building or structure to the park's lot water service outlet.

(2) Water Distribution System. All of the water supply piping within a park, extending from the main public supply or other source of supply to the park's lot water service outlets and including branch service lines, fittings, control valves, and appurtenances.

(3) Water Main, Park. That portion of the water distribution system which extends from the main, water meter, or other source of supply to the branch water service lines.

(4) Water Supply Connection. The fitting or point of connection of the unit's or accessory building or structure's water distribution system designed for connection to a water connector.

(5) Working Days. All days except Saturdays, Sundays, and applicable local, state and federal holidays.

(6) Workmanlike. Work performed to the acceptable quality of generally recognized industry standards that does not compromise strength, function, or durability.

(x) -X-

Reserved

(y) -Y-

Reserved

(z) -Z-

Reserved

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Section 11445.20, Government Code, Sections 18007, 18008, 18008.5, 18008.7, 18009.3, 18010, 18013.4, 18200, 18206, 18213, 18214.5, 18400.1, 18402, 18403, 18404, 18420, 18421, 18513, 18551, 18554, 18603, 18610, 18612, 18613, 18613.4, 18613.5, 18613.7, 18630, 18640, 18670, 18690, 18691, 18909 and 19960-19997, not consecutive, Health and Safety Code.

#### **§ 1004. Local Enforcement.**

(a) Assumption of responsibility for the enforcement of Parts 2.1 and 2.3 of Division 13, of the California Health and Safety Code and the provisions of Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2, relating to enforcement within parks by a city, county, or city and county, shall be by means of an ordinance of the city council or board of supervisors which shall contain the following information and be subject to department approval:

(1) Indication of assumption of responsibility for enforcement of the Health and Safety Code, Parts 2.1 and 2.3 of Division 13, and Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2.

(2) Name of the agency or agencies delegated enforcement responsibilities.

(3) A statement that the designated local enforcement agency will provide qualified personnel necessary to enforce Parts 2.1 and 2.3, of Division 13 of the Health and Safety Code, and the provisions of Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2 consistent with those laws and regulations. The statement shall include the total number of personnel assigned to the enforcement program.

(4) One copy of any contract, memorandum of understanding, or other document governing delegation of responsibilities and services to a local government agency other than the local government assuming responsibility for Parts 2.1 and 2.3 of Division 13 of the Health and Safety Code, and Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2.

(5) Adoption of the applicable schedule of fees contained in the provisions of Parts 2.1 and 2.3 of Division 13 of the Health and Safety Code, and Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2.

(A) A statement adopting the state program and objectives as contained in Parts 2.1 and 2.3 of Division 13 of the Health and Safety Code, and Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2.

(B) A description of existing parks within the local jurisdiction, including conditions and type of park.

(C) Specific local objectives, program plan and timetable designed to achieve enforcement compliance.

(6) Effective date of assumption of enforcement.

(b) One certified copy of the ordinance shall be forwarded to the Administrative Office of the Division of Codes and Standards, P.O. Box 1407, Sacramento, CA 95812-1407 not less than thirty (30) days before the designated effective date of assumption of enforcement.

(c) A statement that the following forms provided by the department will be used:

(1) HCD 500A, Application for Permit to Operate;

(2) HCD 503B, Annual Permit to Operate;

(3) HCD 513B, Manufactured Home or Mobilehome Installation Acceptance;

(4) HCD 513C, Certificate of Occupancy.

(d) The department shall determine the local agency's knowledge and ability to apply the requirements of Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2, and the applicable Health and Safety Code requirements. The department's determination may include, but is not limited to, verification of the local agency's ability and knowledge through performance of activities that may include inspection, records review, and interviews of assigned personnel.

(e) Upon completion of the transfer, the new enforcing agency shall notify, in writing, the parks within its jurisdiction of the change in enforcement and the designated department or departments responsible for enforcement and permit issuance.

(f) Every enforcement agency shall comply with the verification of eligibility to receive public benefit requirements of Title 25, California Code of Regulations, Division 1, Chapter 5.5, commencing with section 5802, of applicants for permits to operate mobilehome parks or special occupancy parks.

(g) Notwithstanding the provisions of section 1005.5 of this article, in order to ensure that the orderly transition of assumption of enforcement occurs when a park, or permanent building within a park, is under construction, the enforcement responsibilities for that construction shall be transferred, as well as all pertinent information pertaining to that construction including, but not limited to, plans, calculations, testing information, inspection reports and correction notices, on the date as determined by the department.

(h) The local enforcement agency shall send a copy of each permit to operate it has renewed, within thirty (30) days after renewal to the department's Division of Codes and Standards, at the address designated by the department at the time of assumption.

(i) When a local enforcement agency proposes changes in the local division or personnel responsible for enforcing the provisions of this chapter, Chapter 2.2 and sections 18200 through 18874 of the Health and Safety Code, that agency shall notify the department at least thirty (30) days prior to the proposed date of the changes. The department may perform a reevaluation to determine whether the personnel have the required knowledge and ability as required in subsection (d) of this section.

(j) When a local enforcement agency changes its address, phone number, or contact person, it shall notify the Administrative Office of the department in writing within thirty (30) days of the change.

NOTE: Authority cited: Sections 18300, 18613, and 18865, Health and Safety Code. Reference: Title 8 U.S.C. Sections 1621, 1641 1642; and Sections 18207, 18300, 18505, 18506, 18613, and 18865, Health and Safety Code.

#### **§ 1004.5. Complaint investigations.**

(a) When a complaint alleging violations of this chapter, or sections 18200 through 18700 of the Health and Safety Code is referred to a local enforcement agency, the local enforcement agency shall do the following:

(1) Make reasonable efforts to contact the complainant to discuss the complaint. If the issue addressed within the complaint exceeds the authority or jurisdiction of the enforcement agency, the complainant shall be so advised, and shall be directed, when possible, to the appropriate governing entity.

(2) Investigate allegations of violations representing an immediate risk to life, health, or safety within five (5) days of receipt of the complaint by the agency.

(3) Investigate allegations of violations representing an unreasonable risk to health or safety within thirty (30) days of receipt by the agency.

(4) Discuss the results of the investigation with the complainant, or provide the results in writing, if requested by the complainant.

(b) When a complaint is referred to a local enforcement agency from the Office of the Mobilehome Ombudsman (Office) the local enforcement agency shall, no later than thirty-five (35) days following its receipt of the complaint, submit a written report detailing the final results of the investigation to the Office, or its designee.

(c) When an inspection as a result of a health and safety complaint results in a written order to correct for a violation of this chapter and a reinspection reveals that the cited person failed to correct the violation, the enforcement agency shall be compensated by the person responsible for correction of violation for any subsequent reinspection to verify correction of the violation at the following hourly rate.

(1) First hour: one hundred ninety-six dollars (\$196).

(A) Second and subsequent whole hours: eighty-two dollars (\$82).

(B) Each thirty (30) minutes or fractional part thereof: forty-one dollars (\$41).

NOTE: Authority cited: Sections 18153 and 18300, Health and Safety Code. Reference: Sections 18153, 18300, 18400, 18400.3 and 18407, Health and Safety Code.

#### **§ 1005. Local Government's Cancellation of Enforcement Responsibility.**

(a) An enforcement agency intending to relinquish responsibility for enforcement authority shall advise the department, no less than ninety (90) days prior to initiating the requirements of subsection (b).

(b) A governing body canceling its enforcement responsibility shall complete the following to the department's satisfaction before the transfer is effective:

(1) provide written notification to the department not less than ninety (90) days prior to the proposed effective date of the action, along with a copy of the adopted ordinance repealing enforcement responsibility;

(2) remit the appropriate fees to the department as identified in section 1006 of this article on or before the date of transfer of responsibility; and

(3) transfer all park records to the department on or before the effective date of the transfer of enforcement responsibility.

(c) When the local agency cancels its enforcement responsibility for this chapter, its responsibility for enforcement of chapter 2.2 of this division is also cancelled.

(d) When a local enforcement agency has canceled its assumption of responsibility for enforcement and desires to reassume enforcement, it must reapply in compliance with the requirements contained in section 1004 of this article.

NOTE: Authority cited: Sections 18300 and 18865, Health and Safety Code. Reference: Sections 18207, 18300 and 18865, Health and Safety Code.

#### **§ 1005.5. Revocation of Local Enforcement Authority.**

(a) When the department determines that a local enforcement agency has failed to properly enforce Parts 2.1 or 2.3, of division 13, of the Health and Safety Code, or Title 25, California Code of Regulations, division 1, chapters 2 or 2.2, the department shall notify the governing body of the local enforcement agency by providing written documentation which identifies the deficiencies requiring correction.

(b) The local enforcement agency shall have thirty (30) days from the date it receives the department's written determination to initiate correction of the deficiencies. Initiation of correction shall mean:

(1) Completion of a written plan of action submitted to the department identifying the corrective action for each deficiency including at least the following:

- (A) Acknowledgement of the deficiencies.
- (B) The action to be taken to correct each deficiency.
- (C) The personnel involved in the correction.
- (D) Timelines for completion of all corrections.
- (E) Ongoing oversight to prevent reoccurrences of noted deficiencies.

(2) Implementation of the plan of action by the local enforcement agency and other actions required by the department prior to completion of the plan of action.

(c) The department shall, within thirty (30) days of receipt of the plan of action, review and provide a written response to the governing body regarding the proposed plan.

(d) If the local enforcement agency fails to prepare an adequate plan of action or implement corrective measures within thirty (30) days regarding the deficiencies specified in subsection (a), the department may revoke its approval of local assumption responsibility and resume enforcement responsibilities.

(e) Within thirty (30) days following the department's revocation of assumption approval, remit the appropriate fees as defined in section 1006 of this article and transfer all park records to the department.

(f) When a local enforcement agency has had its assumption of responsibility for enforcement revoked and desires to reassume enforcement, it must reapply following the requirements contained in section 1004 of this article.

NOTE: Authority cited: Sections 18300 and 18865, Health and Safety Code. Reference: Sections 18300 and 18865, Health and Safety Code.

#### **§ 1006. Transfer of Authority- Disbursal of Fees.**

(a) When a city, county, or city and county assumes responsibility for the enforcement of parts 2.1 and 2.3, of division 13 of the Health and Safety Code, and Title 25, California Code of Regulations, division 1, chapters 2 and 2.2, cancels its assumption of such responsibility, or has assumption approval cancelled by the department during the permit renewal year, fees collected for the annual permits to operate, other than state fees pursuant to subsection 1008(a)(4) of this article, shall be returned in an amount equal to the percentage of the year remaining before the permits to operate expire.

(b) The additional four dollar (\$4) per lot fee collected for park maintenance inspections also shall be remitted in an amount equal to the percentage of the year remaining before the permits to operate expire.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18300, 18400.1 and 18502, Health and Safety Code.

#### **§ 1006.5. Permit To Operate Required.**

No person shall operate a park, or a portion of a park, or rent, lease, sublease, hire out, or let out for occupancy, any new or existing lot in a park without a current permit to operate issued by the enforcement agency.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18500 and 18505, Health and Safety Code.

**§ 1007. Applicant Documentation.**

When applying for a permit to operate a park, or for the renewal or amendment of any such permit, if the applicant has not previously been determined to be eligible to receive public benefits, the applicant shall present to the enforcement agency such documentation as the department may require to demonstrate the applicant's eligibility to receive public benefits pursuant to Title 25, California Code of Regulations, division 1, chapter 5.5, beginning with section 5802.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Title 8, U.S.C. Sections 1621, 1641, and 1642; and Section 18300, Health and Safety Code.

**§ 1008. Annual Permit to Operate Fees.**

(a) Permit to operate fees shall be as follows:

- (1) An annual permit to operate fee of one hundred forty dollars (\$140); and
- (2) An additional seven dollars (\$7) per lot; and
- (3) An additional four dollars (\$4) dedicated per manufactured home or mobilehome lot to park maintenance inspections; and
- (4) A state fee as contained in Table 1008-1.

Table 1008-1	
Number of Lots	State Fee
2-19	\$40
20-49	\$75
50-99	\$175
100-249	\$400
250-499	\$800
500 or more	\$1,600

(b)The state fee is required to be paid annually.

(c) When a city or county assumes responsibility for enforcement in accordance with section 1004 of this chapter, it shall bill the parks in its jurisdiction for the permit to operate on a calendar year, with the park permit to operate valid from January 1<sup>st</sup> through December 31<sup>st</sup>. Upon transfer, the next year's billing will be prorated to account for the difference in the billing cycle.

NOTE: Authority cited: Sections 18300 and 18502.5, Health and Safety Code. Reference: Sections 18502 and 18502.5, Health and Safety Code.

**§ 1009. Permit to Operate-Penalty Fees.**

(a) Permits to operate shall have the following penalty fees applied as applicable:

- (1) When an application is submitted thirty (30) days after the due date, the permit to operate fees shall be increased an amount equal to ten (10) percent of the established fee.
- (2) When an application is submitted sixty (60) or more days late, the permit to operate fees shall be increased an amount equal to one hundred (100) percent of the established fee.
- (3) Any park commencing operation without a valid permit to operate shall pay double the established fees and those fees shall be due upon demand of the enforcement agency.

(b)The postmark shall be used to determine the submittal date for imposing annual permit to operate penalty fees prescribed by Health and Safety Code section 18506.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18504 and 18506, Health and Safety Code.

### **§ 1010. Permit to Operate-Construction Completed.**

(a) Upon final approval by the enforcement agency of the construction of lots and facilities, the applicant shall submit an application for a permit to operate, or amended permit to operate, on a form designated by the department in section 1002 of this article, together with appropriate fees as specified in sections 1008 and 1009 of this article, to the enforcement agency. The designated form shall be submitted as follows:

(1) When the department is the enforcement agency, the applicant shall submit the application for permit to operate to the department. Upon approval of the application by the department, an annual permit to operate shall be issued to the applicant.

(2) When a local enforcement agency has enforcement responsibilities, the applicant shall submit the application to that agency. Upon approval of the application by the local enforcement agency, that agency shall provide one copy of the approved application to the applicant and, within five (5) working days after approval, one copy, along with the state fees required by section 1008 of this article, to the Division of Codes and Standards, P.O. Box 1407, Sacramento, CA 95812-1407. The Division of Codes and Standards shall issue the initial permit to operate within ten (10) working days of receipt of the approved application. The department shall provide copies of the permit to operate to the applicant and the local enforcement agency. Subsequent years' annual permits to operate shall be issued by the enforcement agency.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18502 and 18505, Health and Safety Code.

### **§ 1012. Department Copies of the Annual Permit to Operate and Related Fees.**

(a) Local enforcement agencies shall send a copy of each issued annual permit to operate to the Division of Codes and Standards within thirty (30) days following its issuance.

(b) All local enforcement agencies shall forward to the Division of Codes and Standards, the state fees paid by the applicant pursuant to section 1008 of this article within thirty (30) days of receipt.

(c) The department shall provide a supply of the annual permit to operate forms and application for permit to operate forms to any local enforcement agency making a request for the forms.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18502, 18502.5, 18505, and 18506, Health and Safety Code.

### **§ 1013. Emergency Preparedness Plans.**

(a) Every park shall adopt an emergency preparedness plan and notify park residents how to obtain a copy of the plan. In order to obtain a permit to operate, the information in subsections (c) and (d) must be submitted to the enforcement agency upon renewal of a permit to operate after September 10, 2010, or the issuance of the initial permit for a new park, whichever comes first.

(1) After a plan is approved by the enforcement agency, it is not necessary to provide the enforcement agency with future copies unless conditions described in the plan have changed (e.g. roadway changes, addition of lots, floodplain changes, etc.).

(b) The emergency preparedness plan shall be one of the following:

(1) adopting the emergency plans and procedures contained in the Standardized Emergency Management System Advisory Board's booklet of November 21, 1997, entitled "Emergency Plans for Mobilehome Parks," published by the former Office of Emergency Services or any subsequent version, or

(2) a plan developed by park management comparable to the plans and procedures contained in the booklet described in subparagraph (1) above.

(c) Documentation submitted to the enforcement agency to obtain a permit to operate shall include at a minimum of the following:

(1) a copy of the plan available to the residents;

(2) the location of the posted notice in the park describing how the residents may obtain the plan;

(3) a copy of the notice distributed to residents that identifies additional state and local agencies' individual emergency preparedness information including, but not limited to, the California Emergency Management Agency;

(4) written verification by the park operator that all residents have received written notification on how to obtain a copy of the plan and the information required in subsection (c)(3).

(d) At a minimum the following items should be included in a park's emergency preparedness plan to be deemed consistent with or comparable to the "Emergency Plans for Mobilehome Parks" booklet, the standard defined in Health and Safety Code 18603.

(1) Maps showing evacuation routes out of the park including all exits and alternate routes and exits.

(2) The elevation of the park property if the park is in a floodplain.

(3) Type of disasters common to the area.

(4) How residents may obtain a copy of the plan.

(5) General information regarding types of disasters such as floods, earthquakes, fires, and other emergencies.

(6) Contact information for emergency government agencies including the California Emergency Management Agency (CalEMA), local fire and police department and community assistance organizations such as the American Red Cross, or other emergency agencies' contact information.

(7) Local emergency broadcast station frequencies.

(8) Information on how residents may obtain additional materials for establishing an individual household emergency plan, individual household emergency supply kits, and individual home safety recommendations.

(e) Park management is not responsible for physically evacuating residents from their homes and park residents must take personal responsibility for themselves during an emergency. Residents that may need assistance in the event of an evacuation should make prior arrangements to have that assistance available.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18500, and 18603, Health and Safety Code.

#### **§ 1014. Required Reporting of Changes in Park Status.**

(a) An operator of a park shall submit to the enforcement agency, an application for an amended annual permit to operate within thirty (30) days of any change in the information related to the annual permit to operate.

Changes in information shall include, but not be limited to:

(1) change of name, mailing address, or ownership; or

(2) change in the number of lots resulting from the sale, lease, removal, construction or alteration of existing lots or facilities; or

(3) change of conditional uses specified on the annual permit to operate; or

(4) when a snow load roof maintenance program status is changed pursuant to section 1338 of article 7.

(b) A fee of ten dollars (\$10) shall be submitted to the enforcement agency with each application to amend the annual permit to operate. Only one fee of ten dollars (\$10) shall be required for an amended annual permit to operate, if more than one change can be processed on a single application.

(c) An amended permit to operate shall be issued by the department for additional lots constructed to an existing park. The local enforcement agency shall process the application as specified in section 1010 of this chapter for permit issuance for new construction.

(d) Notwithstanding subsection (c), when an amended permit to operate is issued by a local enforcement agency, a copy shall be forwarded to the department within thirty (30) days, clearly marked as "Amended" on the face of the copy.

NOTE: Authority cited: Section 18300 and 18502.5, Health and Safety Code. Reference: Sections 18502, 18502.5, 18505, and 18507, Health and Safety Code.

#### **§ 1016. Approval of Alternates and Equivalents.**

(a) When the department is the enforcement agency, a request for approval of an alternate or equivalent means of meeting the requirements of this chapter shall be submitted by the applicant to the department's Northern or Southern area office.

(b) When a city, county, or city and county has assumed enforcement responsibility for this chapter, the applicant shall submit the request for this approval to the local enforcement agency. The local enforcement agency shall forward the request to the department's Administrative Office of the Division of Codes and Standards, along with their written recommendation and rationale for approval or denial.

(c) The request for an alternate approval shall be submitted on forms, as defined in Section 1002 of this chapter, provided by the department. The form shall be accompanied by one (1) set of substantiating plans and/or information together with the alternate approval fee of two hundred three dollars (\$203), payable to the department.

(d) When a request for an alternate approval is for the park, or significantly affects property owned or operated by the park, including, but not limited to, grading, utilities and setbacks, only the park owner or operator may apply for the alternate approval.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18305 and 18502.5, Health and Safety Code.

#### **§ 1017. Technical Service fee.**

(a) Fees for technical services provided by the enforcement agency shall be:

(1) One hundred ninety-six dollars (\$196) providing the technical service does not exceed one hour.

When the related technical service exceeds one hour, the following fees shall apply:

(A) Second and subsequent whole hours: eighty-two dollars (\$82).

(B) Each thirty (30) minutes, or fractional part thereof: forty-one dollars (\$41).

NOTE: Authority cited: Sections 18300, and 18502.5, Health and Safety Code. Reference: Sections 18502.5, and 18503, Health and Safety Code.

#### **§ 1018. Permits Required.**

(a) No person shall erect, construct, reconstruct, install, replace, relocate or alter any building, structure, accessory building or structure, or building component; any electrical, mechanical, or plumbing equipment; any fuel gas equipment and installations, or fire protection equipment; or installations of, or within, a park, or a lot, or perform any non-load bearing grading or area fill with a depth of one (1) foot or greater, unless exempted from obtaining a grading permit pursuant to Appendix J of the California Building Code, without first obtaining a written construction permit from the enforcement agency.

(b) No person shall create or change a lot line within a park without first obtaining a permit from the enforcement agency pursuant to the requirements of section 1105 of this chapter.

(c) Any person issued a notice indicating violations pursuant to this section shall obtain the required permit from the enforcement agency and provide the appropriate fees as prescribed in this article.

(d) The enforcement agency shall not require a permit to construct for the following work, when the construction is performed in a workmanlike manner, does not present a hazard, and otherwise complies with the requirements of this chapter:

(1) Minor maintenance and repair including the replacement of existing utility metering devices.

(2) Previously installed portable air conditioning equipment reinstalled with the unit installation.

(3) The installation of a storage cabinet on a lot.

(4) Construction or installation of a stairway having a landing not to exceed twelve (12) square feet.

(5) A landing not more than twelve (12) square feet in area.

(6) Construction or installation of a window or door awning.

(7) Construction or installation of removable insect screening, flexible plastic or canvas type material used as an awning or as an awning or carport enclosures.

(8) Construction or installation of a retaining wall less than four (4) feet in height measured from the bottom of the footing to the top of the wall.

(9) Construction or installation of a patio, as defined in section 1002(p)(3).

(10) Fences not over six (6) feet high.



NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18500, 18507, 18551, 18610, 18610.5, and 18613, Health and Safety Code.

**§ 1019. Installation of Factory-Built Housing in Parks.**

(a) Factory-built housing, meeting the requirements of Division 13, Part 6 of the California Health and Safety Code, may be installed on a lot in a park only if all of the following conditions apply;

- (1) the park was constructed on or after January 1, 1982,
- (2) the park is granted a zone designation or a conditional use permit authorizing this type of permanent occupancy,
- (3) it is installed on a foundation system,
- (4) it does not exceed two (2) stories in height, and
- (5) it is located on a specific designated lot in the park defined in the park's rules or regulations.

(b) The local jurisdiction where the park is located shall be the enforcing agency for the inspection of the installation of factory-built housing in a park. The provisions of section 19993 of the Health and Safety Code regarding zoning, snow loads, wind pressure, fire zones, setbacks, yard and development requirements, property line requirements, and architectural and aesthetic requirements for factory-built housing in parks are specifically and entirely reserved to local jurisdictions and shall apply to factory-built housing installed in parks.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18611, 19971, 19992, and 19993, Health and Safety Code.

**§ 1020. Application Requirements for Permits for Installations and Foundation Systems for MH-units.**

(a) A person required to obtain a permit to install an MH-unit pursuant to section 18613 or 18551 of the Health and Safety Code, shall submit an application for the permit to the enforcement agency on a form prescribed by that agency.

- (1) The application shall be accompanied by fees as specified in section 1020.1 of this article.
- (2) When an MH-unit is initially installed or reinstalled on a different lot pursuant to Health and Safety Code section 18613, either a tiedown system or an engineered tiedown system must also be installed.
- (3) When concrete piers or steel piers are used as the support system for an MH-unit, the installation of the MH-unit must include mechanical connection of each pier both to the MH-unit and to its footing that complies with section 1336.4 of this chapter.
- (4) The applicant for a permit to install an MH-unit shall provide, with the application, a complete set of plans and specifications to include the following:
  - (A) A set of the manufacturer's installation instructions stamped to indicate approval by the manufacturer's design approval agency.
  - (B) Three copies of a plot plan of the lot on which the MH-unit is proposed to be installed. The plot plan shall indicate the planned location of the MH-unit, the locations of electrical, gas, water and sewer connections on the lot and all required dimensions and setbacks from the lot lines and from any buildings or accessory structures on the lot and adjacent lot. At least one (1) copy of the plot plan shall bear the original signature of the park owner or his or her designated representative.
  - (C) If the MH-unit manufacturer's installation instructions do not provide for a tiedown system, the applicant shall provide either installation instructions for listed tiedown assemblies that will be installed as a tiedown system in accordance with section 1336.2 of this chapter, or a set of engineered plans and specifications for an engineered tiedown system.
  - (D) The appropriate application shall be accompanied by fees as specified in subsection 1020.1 of this article.

(b) Foundation Systems. When a foundation system is to be installed for an MH-unit, a separate permit to construct the foundation system shall be obtained from the enforcement agency.

- (1) The appropriate application shall be accompanied by fees as specified in subsection 1020.1 of this article.
- (2) A person submitting an application for a permit to construct a foundation system shall submit three complete sets of plans and specifications in compliance with section 1034 of this chapter.

(c) Installation of a multifamily manufactured home in a park requires approval as required in subsection 1020.6 (d), along with submission of a permit application. Evidence of this approval must accompany the permit application.

(d) When the application for a permit to construct does not comply with this chapter, the enforcement agency shall notify the applicant in what respects the application does not comply within ten (10) working days of the date they are received by the enforcement agency. When the applicant resubmits the application, an additional application filing fee may be required.

NOTE: Authority cited: Sections 18300, 18502.5, 18503, 18551, 18552, 18613, and 18613.4, Health and Safety Code. Reference: Sections 18008.7, 18500, 18501, 18503, 18551, 18551.1, 18611, and 18613 Health and Safety Code.

### **§ 1020.1. Fees for MH-unit Installation and Standard Plan Approval Foundation System Permits.**

(a) The following fees shall apply:

(1) Installation of an MH-unit, or a multifamily manufactured home containing not more than two (2) dwelling units, or support system alteration permit fee. One hundred ninety-six dollars (\$196) provided the related inspection does not exceed one hour. When the related inspection exceeds one hour, the following fees shall apply:

(A) Second and subsequent whole hours: eighty-two dollars (\$82).

(B) Each 30 minutes, or fractional part thereof: forty-one dollars (\$41).

(2) Foundation system permit fee: refer to valuation tables in Section 1020.7 of this article.

(A) Plan check fees shall not be required for a foundation system for which a standard plan approval has been obtained from the department.

(3) Reinspection Fee: One hundred seventy-eight dollars (\$178) provided the related reinspection does not exceed one hour. When the related reinspection exceeds one hour, the following fees shall apply:

(A) Second and subsequent whole hours: eighty-two dollars (\$82).

(B) Each thirty minutes (30), or fractional part thereof: forty-one dollars (\$41).

NOTE: Authority cited: Sections 18300, 18502.5, 18551 and 18613, Health and Safety Code. Reference: Sections 18500, 18501, 18502, 18503, 18551 and 18613, Health and Safety Code.

### **§ 1020.3 Application Requirements for Permits for Accessory Buildings and Structures and Building Components.**

(a) A person required to obtain a permit to install an accessory building or structure or building component, shall submit an application for the permit to construct to the enforcement agency, on a form prescribed by that agency.

(b) The application for the permit to construct shall be accompanied by fees as specified in section 1020.7 of this article, or section 1020.4 when using plans with a standard plan approval.

(c) A person submitting an application for a permit to construct an accessory building or structure or install a building component shall, in addition to the requirements of section 1034 of this chapter, submit three (3) copies of a plot plan for the lot where the accessory building or structure or building component is to be constructed. The plot plan shall be on the form prescribed by the department, indicating the planned location of the accessory building or structure or building component on the lot and indicate dimensions of and setbacks from the lot lines and other units or structures on adjacent lots. At least one (1) copy of the plot plan shall bear the original signature of the park owner or his or her designated representative.

(d) When any person files applications simultaneously to construct or install two (2) or more accessory buildings or structures or building components which are identical, and are within the same park, only one (1) plan check fee shall be required.

(e) If an application for a permit to construct is not complete or does not conform to the requirements of this chapter, the enforcement agency shall notify the applicant in writing within ten (10) working days of receipt of the application, as to the why the application does not comply.

(f) A single permit may be issued for all accessory buildings or structures or building components to be erected or installed concurrently on the same lot including electrical, mechanical, and plumbing installations in for each

accessory building or structure or building component. If the applicant requests individual permits, they may be obtained for structural, electrical, mechanical, and plumbing installations, and are subject to separate individual fees.

NOTE: Authority cited: Sections 18300, Health and Safety Code. Reference: Sections 18300, 18500, 18502.5, and 18552, Health and Safety Code.

#### **§ 1020.4. Fees for Accessory Buildings or Structures, and Building Component Permits with a Standard Plan Approval.**

(a) The following permit fees shall apply for accessory buildings and structures, and building components that have a standard plan approval:

(1) Inspection fee: One hundred ninety-six dollars (\$196) provided the related inspection does not exceed one hour. When the related inspection exceeds one hour, the following fees shall apply:

(A) Second and subsequent whole hours: eighty-two dollars (\$82).

(B) Each thirty minutes (30), or fractional part thereof: forty-one dollars (\$41).

(2) Reinspection fee: One hundred seventy-eight dollars (\$178) provided the related reinspection does not exceed one hour. When the related reinspection exceeds one hour, the following fees shall apply:

(A) Second and subsequent whole hours: eighty-two dollars (\$82).

(B) Each thirty minutes (30), or fractional part thereof: forty-one dollars (\$41).

(b) Fees for accessory buildings and structures, and building components that do not have the department's standard plan approval issued in accordance with Section 1020.9 of this article, shall be determined using the valuation table contained in Section 1020.7 of this article.

(c) Electrical, mechanical, and plumbing permit fees for installations in accessory buildings or structures or building components shall not exceed those contained in this chapter.

(d) Plan check fees shall not be required for accessory buildings or structures for which a standard plan approval has been obtained from the department.

NOTE: Authority cited: Sections 18300, 18502.5, and 18552, Health and Safety Code. Reference: Sections 18300, 18500, 18502, 18502.5, 18503 and 18552, Health and Safety Code.

#### **§ 1020.6 Application Requirements for Permits for Park Construction or Alteration.**

(a) This section applies to any person submitting an application pursuant to section 1018, for a permit to construct or alter any of the following:

(1) A park;

(2) An addition to a park;

(3) An alteration to a park;

(4) A permanent building in a park;

(5) An accessory building or structure without a standard plan approval.

(b) A person who is required to obtain a permit to construct, pursuant to section 18500 of the Health and Safety Code, shall submit an application for a permit to construct to the enforcement agency, with the appropriate fees as specified in section 1020.7 of this article, on the form prescribed by that agency.

(c) A person submitting an application pursuant to this section shall submit three (3) complete sets of plans and specifications or installation instructions, in compliance with section 1034 of this chapter.

(d) Applications for permits to construct, or enlarge a park by adding lots or by installing a multifamily manufactured home(s) shall be submitted with written evidence of compliance with the California Environmental Quality Act (Public Resources Code Division 13, commencing with section 21000) and written evidence of approvals by all of the following:

(1) the local planning agency;

(2) the local health, fire, and public works departments;

(3) the local department responsible for flood control;

(4) the serving utilities; and

(5) any other state or federal agency or special district that has jurisdiction and would be impacted by the proposed construction.

NOTE: Authority cited: Sections 18300, 18502.5, and 18503, Health and Safety Code. Reference: Sections 18500, 18501, 18502, 18502.5, 18503, and 18610 Health and Safety Code and Section 21000, Public Resources Code.

**§ 1020.7. Permit Fees for Park Construction or Alteration.**

(a) Any person submitting an application for a permit to construct with plans not having a department standard plan approval, shall pay the following fees, as applicable:

(1) Permit Fee. For the purpose of determining fees, the enforcement agency may establish the permit fee in accordance with subsection (f) or (g) of this section as appropriate. However, the minimum permit fee shall be one hundred ninety-six dollars (\$196) provided the initial related inspection associated with this permit does not exceed one hour. When the related inspection exceeds one hour, the following fees shall apply:

(A) Second and subsequent whole hours: eighty-two dollars (\$82).

(B) Each thirty (30) minutes, or fractional part thereof: forty-one dollars (\$41).

(2) Plan Check Fee. One-half (1/2) of the combined total of construction, mechanical, plumbing, and electrical permit fees. However, the minimum fee shall be ten dollars (\$10).

(b) Reinspection Fee. One hundred seventy-eight dollars (\$178) provided the related inspection does not exceed one hour. When the related reinspection exceeds one hour, the following fees shall apply:

(1) Second and subsequent whole hours: eighty-two dollars (\$82).

(2) Each thirty (30) minutes, or fractional part thereof: forty-one dollars (\$41).

(c) When any person files applications simultaneously to construct two (2) or more permanent buildings, or accessory buildings or structures which are identical and are within the same park, only one plan check fee shall be required.

(d) Electrical, mechanical, and plumbing permit fees shall not exceed those contained in this chapter.

(e) When plans and specifications fail to comply with the requirements of this chapter, the enforcement agency shall notify the applicant in writing, stating in what respects the plans do not comply. The applicant shall correct the plans and/or specifications and resubmit them to the enforcement agency. The following fees are required for each resubmission of plans or specifications subsequent to the initial plan check:

(1) Plan Check Fee: Two hundred three dollars (\$203) provided the related plan check does not exceed one hour. When the related plan check exceeds one hour, the following shall apply:

(A) Second and subsequent whole hours: ninety-two dollars (\$92).

(B) Each thirty (30) minutes, or fractional part thereof: forty-six dollars (\$46).

(f) Fees for construction or alteration of facilities and installations on lots and within parks shall be the sum of the following categories comprising the proposed work subject to the minimum amounts specified in subsection (a)(1):

(1) For each lot.....	\$5.75
(2) Electrical Permit Fees.	
Each park electrical service .....	14.00
Each unit substation or secondary distribution transformer.....	10.50
Each alteration or replacement of a service or a transformer.....	10.50
Each park lot electrical service equipment.....	7.00
Each alteration, repair, or replacement of a park lot electrical service equipment.....	7.00
Each street light including circuit conductors and control equipment.....	3.00
(3) Plumbing Permit Fees.	
Each park sewage drainage system.....	14.00
Each private sewage disposal system or park water treatment installation.....	14.00
Each lot drain inlet.....	7.00
Each alteration or repair of drainage or vent piping.....	7.00
Each park water distribution system.....	7.00

Each park lot water service outlet or outlets at the same location .....	4.25
Each fire hydrant or riser .....	4.25
Each individual lot water conditioning installation .....	4.25
Each alteration, repair or replacement of water fixtures or equipment .....	4.25
(4) Gas Piping Permit Fees.	
Each park gas piping system .....	7.00
Each installation of a liquefied petroleum or natural gas tank of 60 gallon capacity or more .....	7.00
Each gas riser outlet .....	4.25
Each alteration, repair, or replacement of park's gas piping system .....	4.25
(5) Each installation of equipment regulated by this for which no other fee is listed .....	7.00

(g) Permit fees for a permit to construct accessory buildings or structures without a standard plan approval from the department, and foundation systems, permanent buildings, and/or electrical, mechanical, and plumbing installations within or on permanent buildings, or accessory buildings or structures shall be the sum of the following categories comprising the proposed work subject to the minimum amounts specified in subsection (a)(1):

(1) Table A. Construction Permit Fees.

<i>Total Valuation</i>	<i>Fee</i>	
\$2,000 or less .....	\$45.00	
\$2,001 to \$25,000 .....	\$45.00 for the first \$2,000 plus \$9.00 for each additional thousand or fraction thereof, to and including \$25,000.	
\$25,001 to \$50,000 .....	\$252.00 for the first \$25,000 plus \$6.50 for each additional thousand or fraction thereof, to and including \$50,000.	
\$50,001 to \$100,000 .....	\$414.50 for the first \$50,000 plus \$4.50 for each additional thousand or fraction thereof, to and including \$100,000.	
\$100,001 to \$500,000 .....	\$639.50 for the first \$100,000 plus \$3.50 for each additional thousand or fraction thereof, to and including \$500,000.	
\$500,001 to \$1,000,000 .....	\$2,039.50 for the first \$500,000 plus \$3.00 for each additional thousand or fraction thereof, to and including \$1,000,000.	each
\$1,000,001 and up .....	\$3,539.50 for the first \$1,000,000 plus \$2.00 for each additional thousand or fraction thereof.	each

(2) Table B. Mechanical and Plumbing Permit Fees.

Each plumbing fixture, trap, set of fixtures on one trap, including water, drainage piping and backflow protection therefore .....	\$3.00
Each building sewer .....	14.00
Each private sewage disposal system .....	14.00
Each water heater and/or vent .....	7.00
Each gas piping system for one to five outlets .....	7.00
Each gas piping system for six or more outlets, per outlet .....	1.50
Each gas regulator .....	1.50
Each water branch service outlet or outlets at the same location, or each fixture supply .....	1.00
Each installation of water treating equipment .....	7.00
Alteration or repair of water piping or water treating equipment .....	7.00
Alteration or repair of drainage or vent piping .....	7.00
Each lawn sprinkler system on any one meter, including backflow protection devices .....	7.00
Vacuum breakers or backflow protective devices on tanks, vats, etc., or for installation on unprotected plumbing fixtures: one to five .....	3.00
over five, each additional .....	1.00
The installation or relocation of each forced-air or	

gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu	14.00
The installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu	21.00
The installation or relocation of each floor furnace, including vent	7.00
The installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater	7.00
The installation, relocation or replacement of each appliance vent installed and not included in an appliance permit	7.00
The repair of, alteration of, or addition to each heating appliance, refrigeration unit, comfort cooling unit, absorption unit, or each comfort heating, cooling, absorption, or evaporative cooling system, including installation of controls	14.00
The installation or relocation of each boiler or compressor to and including three horsepower or each absorption system to and including 100,000 Btu	14.00
The installation or relocation of each boiler or compressor over three horsepower or each absorption system over 100,000 Btu	21.00
Each air handling unit, including ducts attached thereto	7.00

NOTE: This fee shall not apply to an air handling unit which is a portion of a factory-assembled appliance, comfort cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in this chapter.

For each evaporative cooler other than portable type	7.00
For each vent fan connected to a single duct	3.00
For each vent ventilation system which is not a portion of any heating or air conditioning system authorized by a permit	7.00
Each installation of equipment regulated by this chapter for which no other fee is listed	7.00

### (3) Table C. Electrical Permit Fees.

Each wiring outlet where current is used or controlled, except services, sub-feeders and meter outlets	.35
Each fixture, socket or other lamp holding device	.35
Each motor of not more than 50 h.p.	4.25
Each motor of more than 50 h.p.	10.50
Each mercury arc lamp and equipment	1.00
Each range, water heater or clothes dryer installation	7.00
Each space heater or infrared heat installation	1.50
Each stationary cooking unit, oven, or space heater	1.50
Each garbage disposer, dishwasher, or fixed motor-operated appliance not exceeding 1/2 h.p.	1.50
Working light in buildings in course of construction or undergoing repairs, or where temporary lighting is to be used	3.00
Each incandescent electric sign	1.50
Electric signs or outline lighting, luminous gas type with: 1 to 4 transformers	3.00
Additional transformers, each	.35
Each rectifier and synchronous converter, per K.W.	.35
Each additional circuit for a mobilehome accessory building or structure or other electrical equipment	1.50
Each service:	
600 volts or less, not over 200-amperes	7.00
600 volts or less, over 200-amperes	10.00

Over 600 volts.....	14.00
Each installation of equipment regulated by this chapter for which no other fee is listed .....	7.00

NOTE: Authority cited: Sections 18300, 18502.5, and 18552, Health and Safety Code. Reference: Sections 18502, 18502.5, and 18503, Health and Safety Code.

**§ 1020.9. Application and Fee Requirements for Accessory Building, Foundations System, or Engineered Tiedown System Standard Plan Approvals.**

(a) A standard plan approval is available from the department for a plan for an accessory building or structure constructed and installed pursuant to this article and Article 9 of this chapter, for a foundation system installed pursuant to section 18551 of the Health and Safety Code, and Section 1333(d) of this chapter, and for an engineered tiedown system designed pursuant to Section 1336.3 of this chapter.

(b) In order to obtain a standard plan approval, the applicant shall submit to the department the following items:

(1) A completed application for standard plan approval on the form, as defined in Section 1002 of this chapter, designated by the department

(2) Three (3) copies of the plans, specifications, and/or installation instructions, and two (2) copies of the design calculations, when required, to substantiate the design. Specifications shall be shown on the plan. Design calculations shall be submitted separately from the plan sheet.

(3) An application fee of two hundred three dollars (\$203) for each plan.

(4) Plan check fee for initial, resubmission, or renewal. Two hundred three dollars (\$203) providing the related plan check does not exceed one hour. Where the related plan check exceeds one hour, the following fees shall apply:

(A) Second and subsequent whole hours: ninety-two dollars (\$92).

(B) Each thirty (30) minutes, or fractional part thereof: forty-six dollars (\$46).

(5) Additional plan check fees shall be due and payable prior to the issuance of a plan approval or a revised plan approval, if more than one (1) hour is required to conduct the plan check.

(6) When plans and specifications fail to comply with the requirements of this chapter, the enforcement agency shall notify the applicant in writing, stating in what respects the plans do not comply. The applicant shall correct the plans and/or specifications and resubmit them to the enforcement agency or withdraw them from consideration, forfeiting all submitted fees.

(7) An Identification Label of Approval shall be provided for each accessory building or structure to be manufactured under the standard plan approval and each accessory building or structure shall have an approved identification label of approval attached in a visible location.

(8) The actual identification label shall be submitted to the department for approval with the application for a standard plan approval prior to issuance of the approval. The approved identification label of approval shall:

(A) be not less in size than 3 inches by one and one-half (1½) inches ;

(B) contain the following information as applicable;

**ACCESSORY BUILDING OR STRUCTURE**

1. Name of Manufacturer
2. Standard Plan Approval No. \_\_\_\_\_
3. Designed for:  
\_\_\_\_lbs. per square foot roof live load  
\_\_\_\_lbs. per square foot horizontal wind load  
\_\_\_\_lbs. per square foot snow load  
\_\_\_\_lbs. per square foot floor live load  
\_\_\_\_lbs. per square foot wind uplift load
4. Structure (may) (may not) be enclosed.

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(C) be provided by the manufacturer and be permanently imprinted with the information required by this section;

(9) The identification label of approval shall be either Type I, II, or III as specified in this section, each capable of a ten-year life expectancy when exposed to ordinary outdoor environments. Letters and numbers shall be bold Gothic or similar style, varied for emphasis, as large as space permits, with the minimum size being 5/64 inches. Wording shall be easily read and concise. Where permanent type adhesives are used on Type I, II, or III plates, adhesives shall have a minimum thickness of .004 inches, and the plates shall be affixed to a relatively smooth surface.

(A) Type I. Rigid metal plates affixed by screws, rivets, or permanent type adhesives.

Minimum size: One and one-half (1 1/2) inches by three (3) inches by .020 inches thick net dimensions (inside fastener heads).

Material: Aluminum, brass or stainless steel etched, stamped, engraved, or embossed to 0.015 inches minimum depth differential, color anodized or enamel filled.

(B) Type II. Flexible metal plates affixed by permanent adhesives, either pressure sensitive acrylics or solvent activated resins.

Minimum Size: .005 inches by one and one-half (1 1/2) inches by three (3) inches.

Material: Aluminum foil etched or stamped to .001 minimum depth differential with color anodized background.

(C) Type III. Metallized Mylar (polyester), surface bonded.

Minimum Size: .003 inches by one and one-half (1 1/2) inches by three (3) inches.

Material: Aluminum/vinyl surface bonded (to be used for nameplates where variable information is required by embossing, which can be done with a conventional typewriter). Minimum Size: .006 inches by one and one-half (1 1/2) inches by three (3) inches.

(c) Plans submitted to the department shall be on sheets of paper no smaller than eight and one-half (8 1/2) inches by eleven (11) inches, and no larger than thirty (30) inches by forty-two (42) inches.

(1) Plans shall indicate the details of connections, dimensions, footings, foundations, general notes and method of installation, necessary for the design and construction of the system.

(2) A plan shall indicate only one model or type of system.

(3) Each plan sheet shall provide a space not less than three (3) inches by three (3) inches for the department's standard plan approval stamp and number.

(4) When the design of the system requires an engineering analysis of structural parts and methods of construction, such as required for an engineered tiedown system or engineered accessory building or structure, the plans, specifications, and calculations shall be signed by an architect or engineer.

(5) Each plan shall be identified by a model number.



(d) If an application or plans are incomplete or do not conform to this chapter, the applicant shall be notified in writing within ten (10) working days of the date they are received by the department. The applicant shall resubmit a corrected application or plans within ninety (90) days of the notice, or within ninety (90) days of any subsequent notification relating to a resubmittal, along with the fees required by Section 1020.9 of this section.

(e) Should the applicant cancel the application for the standard plan approval prior to obtaining department approval, all fees submitted will be retained by the department for services rendered.

(f) A standard plan approval shall expire twenty-four (24) months from the date of the department's approval as designated on the department's stamp of approval placed on the plans.

(g) A standard plan approval may be renewed on or before the expiration date by submitting an application, together with three (3) copies of the plan as required by subsections (b)(1) and (2), and a renewal fee of two hundred three dollars (\$203).

(1) Renewal of a standard plan approval is permitted only when the plan submitted is identical to the plan on file with the department.

(2) Each plan submitted for renewal shall provide a space not less than three (3) inches by three (3) inches for the department's standard plan approval stamp and number.

(3) When a standard plan approval is renewed, the department-issued number shall remain the same.

(h) An application for approval of revisions to a standard plan approval, which does not change the structural system or method of the system's construction, and is submitted prior to the approval's expiration date, shall be submitted with the following documentation:

(1) three (3) copies of the revised plan and specifications;

(2) two (2) copies of the revised design calculations, as required by subsection (b)(2); and

(3) the plan check fee, for the first hour, for each plan.

(i) An applicant with a revised standard plan approval shall submit the following to the department:

(1) an application for a standard plan approval as specified in subsection (b)(1) above;

(2) copies as specified in subsections (h)(1) and (2) above; and

(3) a resubmission fee, as specified in Section 1020.9 above, for each plan.

(j) A revised plan submitted pursuant to Section 1020.9 above, shall be processed as provided by subsection (h) or subsection (i), depending upon whether or not the changes to the plan are substantive. A plan submitted after the final expiration shall be processed as a new application with appropriate fees assessed.

(k) When amendment of applicable laws or the department's regulations requires changes to an approved plan, the department shall:

(1) notify the applicant of the changes, and

(2) allow the applicant one hundred eighty (180) days from the date of notification to submit a revised plan for approval or until the expiration date of the standard plan approval, whichever occurs first.

(l) Written approval shall be evidenced by the department's stamp of approval on the plans. The stamp of approval shall include a unique department-issued standard plan approval identification number for each approved plan, specification, or installation instruction.

(m) Standard plan approval for each accessory building or structure, foundation system, or engineered tiedown system is contingent upon compliance with the requirements of this article. The department may conduct inspections to determine compliance with an approved plan. Violation of any of the provisions of this article or variations from an approved plan shall be cause for cancellation of the standard plan approval.

(n) Reproductions of an approved plan bearing a department-issued standard plan approval for the purpose of obtaining a permit to construct a foundation system or accessory building or structure shall be clear and legible.

(o) When an applicant who has obtained a standard plan approval discontinues the business, has notified the department, or the department makes that determination, the standard plan approval shall be canceled.

(p) The department shall be notified of any change in the name of an applicant or change in name or ownership of an applicant's business. The department may grant a standard plan approval to the new owner, if the new owner provides a written certification that the accessory building or structure foundation system or engineered tiedown system will be constructed in accordance with the existing standard plan approval and

submits the completed form designated by the department, together with a ten dollar (\$10) fee. The certification, application, and fee shall be submitted for each plan with a separate standard plan approval.

(q) An applicant shall notify the department, in writing, within ten (10) days of any change to their address. The notification shall be accompanied with a ten dollar (\$10) change of address fee.

(r) Plans with a standard plan approval from the department shall be accepted by the enforcement agency as approved for the purpose of obtaining a construction permit when the design loads and allowable soil conditions specified in the plans are consistent with the requirements for the locality. Local enforcement agencies shall not require the original signature of the architect or engineer on the standard plan approval.

NOTE: Authority cited: Sections 18300, 18502, 18502.5, 18551 and 18613.4, Health and Safety Code. Reference: Sections 18502, 18502.5, 18551, 18552 and 18613.4, Health and Safety Code.

#### **§ 1025. Earthquake Resistant Bracing System Fees.**

(a) Certification application fee, two hundred three dollars (\$203).

(b) Certification Renewal fee, two hundred three dollars (\$203).

(c) Certification review fees. Two hundred three dollars (\$203) providing the related certification review does not exceed one hour. When the related certification review exceeds one hour, the following fees shall apply:

(1) Second and subsequent whole hours: ninety-two dollars (\$92).

(2) Each thirty (30) minutes, or fractional part thereof: forty-six dollars (\$46).

The balance of certification review fees due shall be paid to the department prior to the issuance of certification.

(d) When the department is the enforcement agency:

(1) Inspection or reinspection fee. One hundred ninety-six dollars (\$196) provided the related inspection or reinspection does not exceed one (1) hour. When the related inspection or reinspection exceeds one hour, the following fees shall apply:

(A) Second and subsequent whole hours: eighty-two dollars (\$82).

(B) Each thirty (30) minutes, or fractional part thereof: forty-one dollars (\$41).

(2) A minimum fee of one hundred ninety-six dollars (\$196) shall be submitted with each application for a permit or reinspection. Any additional fees required shall be paid upon completion of the inspection or reinspection.

(e) Change of ERBS-manufacturer's name, ownership or address fee, sixty-two dollars (\$62).

NOTE: Authority cited: Sections 18502.5, 18613.5 and 18613.7, Health and Safety Code. Reference: Sections 18300, 18502.5, 18613.5 and 18613.7, Health and Safety Code.

#### **§ 1030. California Environmental Quality Act Compliance.**

Wherever the department is the enforcement agency, evidence of compliance with The California Environmental Quality Act, Public Resources Code, Division 13, commencing with section 21000, shall be submitted with an application for a permit to construct or enlarge a park.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18300.1, 18406, and 18501, Health and Safety Code. Sections 21000 et seq., Public Resources Code.

#### **§ 1032. Permit Applications- Required Approvals.**

(a) All applications for permits to construct shall be submitted on the designated form provided by the enforcement agency.

(b) Applications for permits to construct, or enlarge a park by adding lots, or by installing a multifamily manufactured homes(s), shall be submitted with written evidence of compliance with the California Environmental Quality Act (Public Resources Code Division 13, commencing with section 21000) and written evidence of approvals by all of the following:

(1) the local planning agency,

(2) the local health, fire, and public works departments,

- (3) the local department responsible for flood control,
- (4) the serving utilities, and
- (5) any other public agencies having jurisdiction over the activity contained in the permit application.
- (c) Park operator approval is required on all applications for a permit to construct, reconstruct or alter the park electrical, fuel gas, plumbing, or fire protection equipment or installations.
- (d) Park operator approval is required with all applications for a permit to install an MH-unit, or to alter an MH-unit located in a park, if the alteration would affect the electrical, fuel gas or plumbing system of the park.
- (e) Park operator approval is required on all applications for permits to construct, reconstruct, install or alter an accessory building or structure or building component to be located or proposed to be located within a park.
- (f) Written evidence of applicable local approvals may be required for permanent buildings, when the installation may impact local services.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18406 and 18501, Health and Safety Code; Section 21082, Public Resources Code; and Title 14 CCR Section 15050.

#### **§ 1034. Plans.**

- (a) Three (3) complete sets of plans and specifications shall be submitted for all work to be performed, if required by the enforcement agency.
- (b) Plans and specifications submitted to the enforcement agency shall be of sufficient clarity to indicate the nature and extent of all work proposed and show in detail that the work will conform to the provisions of this chapter.
- (c) When the design of the system requires an engineering analysis of structural parts, or methods of construction, the plans, specifications, and calculations shall be signed by an architect or engineer.
- (d) Any deviation from the approved plans and specifications shall be approved by the designer, engineer, or architect and shall be submitted to the enforcement agency for approval.
- (e) The enforcement agency may waive the requirement for plans and/or specifications when the proposed work is of a minor nature.
- (f) Complete plans, specifications, calculations, and supporting data shall be submitted where the work proposed is not in conformity with or deviates from the provisions of this chapter.
- (g) Electrical plans shall include a single line diagram of the electrical equipment to be installed, altered or changed. Complete load calculations of the electrical system shall be provided with plans.
- (h) Complete engineering plans, specifications, calculations and supporting data, signed by an electrical engineer, shall be submitted when the park's electrical main service or any of the electrical wiring system exceeds the voltage of the secondary system.
- (i) Any person applying for a permit to install additional electrical equipment in a park shall submit the following information with the application for a permit to construct:
  - (1) The size of the feeder circuit and overcurrent protection of that feeder circuit; and
  - (2) The number of lots and the load of any other electrical equipment supplied by the feeder circuit.
- (j) An approved set of plans and specifications and a copy of the permit to construct shall be kept on the job site until the enforcement agency has made a final inspection.
- (k) The provisions of this chapter are not intended to prevent the owner of an accessory building or structure or building component from reinstalling the accessory building or structure or building component when the unit is relocated. Structural plans, other than details of footings and foundations, are not required for reinstallation of an accessory building or structure or building component which complied with the requirements of the regulations in effect at the time of original installation, provided the accessory building or structure or building component:
  - (1) is structurally sound;
  - (2) does not present a hazard to the safety of the occupants and/or the public;
  - (3) meets the live load design requirements contained in article 9 of this chapter; and
  - (4) complies with all other installation requirements contained in this chapter.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Section 18501, Health and Safety Code.

#### **§ 1038. Extension of Permit to Construct.**

(a) An extension of a permit to construct may be granted provided work has commenced. No extension shall be granted where work has not been started prior to the expiration of the initial permit to construct. Each extension shall be limited to six (6) months. No permit to construct or reconstruct shall be extended more than two (2) years from the date of issuance of the initial permit to construct.

(b) Where a permit to construct has expired, all work shall cease until a valid permit to construct has been issued by the enforcement agency. A reapplication need not be accompanied by plans and specifications or installation instructions where:

- (1) construction is to be completed in accordance with plans filed with the initial permit to construct; and
- (2) the approved plans are made available to the enforcement agency during the construction; and
- (3) plans were approved less than two (2) years prior to the request for extension.

(c) Fees paid for a permit to construct shall be forfeited to the enforcement agency if the applicant does not start construction within six (6) months of the date of issuance of the permit, or upon expiration of the permit where work has commenced and no extension has been granted pursuant to subsection (a).

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Section 18509, Health and Safety Code.

#### **§ 1042. Swimming Pools.**

Construction and barriers standards for public and private swimming pools constructed within a park are contained in the California Building Code.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Section 18610, Health and Safety Code.

#### **§ 1044. Construction.**

(a) All construction shall be performed in accordance with approved plans and specifications and shall not be changed, modified or altered without the express prior approval, when possible, of the person or entity which provided the original approvals, and the enforcement agency.

(b) The issuance or granting of a permit or approval of plans and specifications shall not be construed to be a permit for, or an approval of, any violation of the Health and Safety Code or any of the provisions of this chapter. Whenever an issued permit, or the work that it authorizes, violates provisions contained in this chapter, the Health and Safety Code, or any other provisions of applicable law, the permit, or that portion of the permit that authorizes the work in violation, shall be deemed null and void.

(c) The issuance of a permit based upon plans and specifications shall not prevent the enforcement agency from thereafter requiring the correction of errors in these plans and specifications, nor shall the issuance of a permit preclude the enforcement agency's power to prevent occupancy of a building, accessory building or structure, or building component, when it is found to be in violation of this chapter.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18500, 18501, 18552, 18610, 18620, 18630, 18670, and 18690, Health and Safety Code.

#### **§ 1045. Excavation and Grading.**

Except as provided in this chapter, the procedures relating to excavation, grading, and earthwork, including fills and embankments, are contained in The California Building Code.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Section 18610, Health and Safety Code.

#### **§ 1046. Stop Order.**

Whenever any work is performed in violation of the provisions of this chapter, the Health and Safety Code, or any other applicable provisions of law, the enforcement agency shall post an order to stop work on the site and provide a written notice to the person responsible for the work being performed. The work shall immediately stop until authorized to proceed by the enforcement agency.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18404 and 18500, Health and Safety Code.

#### **§ 1048. Inspections.**

- (a) The person to whom a construction permit is issued, shall request inspection of all of the following:
  - (1) any underground or enclosed work prior to covering;
  - (2) permanent buildings; and
  - (3) accessory buildings or structures, or building components.
- (b) The required inspections shall occur at the following stages of construction, when applicable:
  - (1) Form inspection: When trenching is completed and forms have been set for the foundation, including all plumbing, mechanical, and electrical installations which may be concealed beneath the foundation or slab.
  - (2) Frame inspection: When all structural framing is completed, including all electrical, mechanical, and plumbing installations which are to be enclosed within the walls.
  - (3) Lath and/or wallboard inspection: When all lathing and/or wallboard interior and exterior is completed, but before any plaster is applied or before wallboard joints and fasteners are taped and finished.
  - (4) Final inspection: When the permanent building, accessory building or structure, or building component, is completed.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18552, 18610, 18620, 18630, 18670, and 18690, Health and Safety Code.

#### **§ 1050. Construction Permit Penalty.**

Any person commencing construction without a valid permit shall discontinue the construction until a permit to construct is obtained, and shall pay double all fees prescribed for the permit.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Section 18504, Health and Safety Code.

#### **§ 1052. Closing a Park.**

(a) In addition to the requirements of any other provisions of law, regulation, or applicable local ordinances, when an owner of a park chooses to close a park, in order for the enforcement agency to deem the park closed, the following procedures are required.

- (1) Electric and gas services shall be disconnected by the serving utility at the service entrance to the property.
  - (2) Lot utility equipment must be rendered unusable or removed.
  - (3) All sewer connections must be capped with gas-tight covers.
  - (4) Septic systems must be prepared for abandonment in accordance with local health department requirements.
  - (5) Once the park is totally vacant, a Technical Service Fee shall be paid pursuant to section 1017, and a physical inspection performed by the enforcement agency verifying that the lots are not, and may not be, occupied.
- (b) When the closed park is under the authority of a local enforcement agency, that agency shall notify the department within 30 days following verification that the park is closed.
- (c) If a closed park is to be reopened, the person or entity proposing to reopen the park shall comply with the requirements of sections 1006.5, 1018 and 1032 of this chapter.

NOTE: Authority cited: Sections 18300, and 18605, Health and Safety Code. Reference: Sections 18502.5, 18503, 18605, and 18610 Health and Safety Code.